

PLACER COUNTY CIVIL SERVICE COMMISSION MEETING
August 10, 1998

OPEN SESSION

- I. ROLL CALL: Meeting was held in the Board of Supervisors Chambers, 175 Fulweiler Avenue, Auburn, CA with four Commissioner's present; Commissioner Costigan absent. Chairman Stockwin presiding.

CLOSED SESSION

OPEN SESSION - 6:30 P.M.

- I. CLOSED SESSION REPORT: Chairman Stockwin announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section 54957. It was moved by LeDoux and seconded by Besana that the merit increases be approved as recommended by the departments. One evaluation was given an extension of the due date to November 1998. Motion carried unanimously.

The Commission reviewed applications for the position of Assistant Director. An oral board date of September 3rd was set.

AGENDA AMENDED: It was moved by LeDoux and seconded by Besana to remove item V.E. Complaint regarding County Clerk/Recorder's Office from the agenda. It was further moved to extend the 60-day period because it was not filed in accordance with 14.1020(d). Complainant was given opportunity to refile by August 31, 1998. Motion carried unanimously.

- II. MINUTES OF PREVIOUS MEETING: Moved by LeDoux and seconded by Besana, that the minutes of July 13, 1998 be approved. Motion carried unanimously.

III. PUBLIC COMMENT - None

IV. OLD BUSINESS - None

V. NEW BUSINESS:

A. Reclassification Request

1. Health & Human Services
a/b/c. Medical Assistant to Client Services Program Specialist I/II/Senior.
Community Health Aide I/II to Client Services Program Specialist I/II/Senior.
Community Health Aide I/II to Client Services Program Specialist I/II/Senior.

It was moved by LeDoux and seconded by Besana to approve the reclassification of three Medical Assistants to Client Services Program Specialist I/II/Senior; one Community Health Aide I/II to Client Services Program Specialist I/II/Senior and one Community Health Aide I/II assigned to the HHS/Managed Care Program to Client Services Program Specialist I/II/Senior. Motion carried unanimously.

d. Administrative Clerk, Entry/Journey to Sr. Administrative Clerk.

It was moved by Besana and seconded by LeDoux to reclassify two Administrative Clerk positions to Senior Administrative Clerk. Motion carried unanimously.

2. Sheriff

a. Deputy Sheriff I/II to Sergeant

It was moved by Besana and seconded by Webber to approve the reclassification of one Deputy Sheriff II to Sergeant. Motion carried unanimously.

b. Account Clerk Entry/Journey to Senior Account Clerk

It was moved by LeDoux and seconded by Webber to approve the reclassification of one Account Clerk - Journey to Senior Account Clerk. Motion carried unanimously.

3. County Counsel

a. Executive Secretary to Administrative Secretary.

It was moved by LeDoux and seconded by Webber to approve the reclassification of one Executive Secretary - Confidential to Administrative Technician - Confidential. Motion carried unanimously.

B. New Classification Specification

1. Health & Human Services

a. Public Health Epidemiologist

It was moved by Webber and seconded by Besana to approve the establishment of the new classification of Public Health Epidemiologist. Motion carried unanimously.

C. Request for Extension of Probation

1. Air Pollution Control

It was moved by Besana and seconded by LeDoux

to approve a six-month extension of probation for Principal Engineer. Motion carried unanimously.

D. Request for Retroactive Non-Competitive Promotions
a. Sheriff's Department

It was moved by Besana and seconded by Webber to hold this item over to the next meeting and request that the Sheriff or Undersheriff attend the meeting for further explanation. Motion carried unanimously.

E. PPEO/Local 39 Complaint-County Clerk/Recorder's Office.

This item was removed from the agenda

F. Extra Help Extensions

It was moved by LeDoux and seconded by Webber approve the Extra Help extensions as presented in the staff memo. Motion carried unanimously.

G. Work Out Of Class Extensions

It was moved by LeDoux and seconded by Besana to approve the Work Out Of Class Extensions as presented in staff memo.

VI. LEAVES OF ABSENCE - As an information item only, the Commission was advised of the Leaves approved by the Personnel Director.

VII. COMMUNICATIONS

A. Provisional Appointments - None

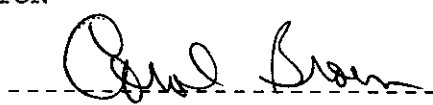
B. Staff Reports and Correspondence

VIII. ADJOURNMENT - There being nothing further to come before the Commission, the meeting was adjourned. The next regular meeting will be held at 6:30 PM, on Monday, September 14 at Granlibakken, Tahoe City, CA

PLACER COUNTY CIVIL SERVICE COMMISSION



WILL STOCKWIN, CHAIRMAN



CAROL BRAUN,
EXECUTIVE SECRETARY